HOW TO GET YOUR VISA FOR FRANCE?

1. Etudes en France platform
2. Visa procedure and administrative requirements
1. Register on the platform
2. What do you need
3. The payment
THE ETUDES EN FRANCE PLATFORM

1. CREATE YOUR ACCOUNT

Etudes en France:

➢ If you are going to France for more than 90 days

➢ If you are not a EU citizen

➢ If you are going to France through a study placement
1. CREATE YOUR ACCOUNT

**Etudes en France:**

- It gives you an **EEF number (GB-XXXX)** and a registration confirmation.
- It is an anticipation of the consulate work to check your academic background.
- You will need to bring your Etudes en France confirmation at your TLS appointment.
You are accepted in your higher education programme. You can start your registration on Etudes en France:

- Click on « Je m’inscris »
- You have to select « Espace Campus France United Kingdom »
- You then have to fill in your ID informations.
- You will received a confirmation email to validate within 48 hours
THE ETUDES EN FRANCE PLATFORM

1. CREATE YOUR ACCOUNT

- Create your profile
- Accept to receive the Campus France notifications from Etudes en France
- We advice you to register at the same time on France Alumni. This Embassy network organize events and gather people who have studied in France.
2. HOW TO FILL IN THE FORM

- You have received an email with a confirmation link in your personal mailbox.
- Click on the link and finalize your account creation by choosing a password.
Once you have access the main menu you need to click on the tab : « Students already accepted »

The GB-XXX number in the corner is the EEF number
SUPPORTIVE DOCUMENTS ON THE ETUDES EN FRANCE PLATFORM

2. HOW TO FILL IN THE FORM

Your passport ➔ Must be legible and still valid for your time in France

Proof of enrollment from your current institution ➔ Signed certificate from your current school or college

Your letter of acceptance from the French higher education institution ➔ signed and stamped by the institution. It must also specify the dates of your study period in France

Your scholarship certificate, if applicable to you (for instance your Erasmus/Turing grant) signed by at least your university
You have several section to complete that will unlock one after the other

Once you have completed everything with the right supporting documents, Campus France will send you a payment request and review your file

First select if you are an exchange student or a graduating student
2. HOW TO FILL IN THE FORM

On Etudes en France:

- Select your programme in the online catalogue if you find it.
- If you don’t find it, tick the box « I did not find the program in the catalog » and fill in the description.
- Type the name of your institution even if you haven’t find your precise programme.
Once you have found your programme:

- Enter the dates of your programmes
- Upload your acceptance letter from your French higher education programme
- Write a short additional motivation statement explaining your study project in France
- Indicate if you have a Erasmus/Turing grant and add a supporting document signed by your university
Once you have found your programme:

- Enter the dates of your programmes
- Upload your acceptance letter from your French higher education programme
- Write a short additional motivation statement explaining your study project in France
- Indicate if you have an Erasmus/Turing grant and add a supporting document signed by your university
Fill in your academic curriculum with copies of records of at least one previous academic year

Language section: please only indicate your level of French and/or English and you will be able to complete the section

Submit your application
During your process of registration on the Etudes en France platform, you will receive a payment request:

- **£90** for administrative fees

- You will be able to pay via bank transfer, please send your confirmation of payment to: *londres@campusfrance.org*

- Once we accept your payment, you will receive both an email and a notification on the platform

Once you have payed we will quickly issue your confirmation of registration. Be careful, the whole process takes about **two weeks**.
2. BEFORE DEPARTURE : VISA AND THINGS TO KNOW

1. The visa process
2. The study placement visa
3. The student-trainee visa
FROM FRANCE VISAS TO TLS CONTACT

1. VISA PROCESS

1. Fill a form online on the France-Visas platform

2. Upload your supporting documents

3. Book an appointment at TLS Center to give your passport (between 3 months and 3 weeks before the start of your programme in France)

4. Get your passport back with your visa about 2 weeks later
**TIMELINE, PAYMENT AND WORD OF CAUTION**

1. **VISA PROCESS**

The official visa website for France

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1. **The whole process can take about 1 month**

2. **Start your file online as soon as possible**

3. **Book an appointment in at TLS Center as early as possible within the 3 months-3 weeks period**

4. **Don’t miss your appointment:** there is £29 fees for booking service (not refundable if you don’t come) + 50€ of visa fees
WHEN DO YOU NEED A STUDENT VISA

1. THE STUDENT VISA

You will need a « Student visas » after registering on Études en France if:

- You have been accepted in a graduating programme in France OR
- Your are doing a study placement for a semester or a year abroad OR
- You are doing a study placement + a work placement (you will need to add your internship agreement on Études en France)

Be careful:

- If you are doing a study placement for semester in another country + a study placement for a semester in France: you will have to require your French visa at the French consulate of your first country of studies
### WHICH DOCUMENTS FOR THE STUDENT VISA

#### 2. THE STUDENT VISA PROCEDURE

<table>
<thead>
<tr>
<th>Document Type</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>Your passport</td>
<td>Still valid for the first year of your stay in France</td>
</tr>
<tr>
<td>Proof of funds</td>
<td>Proof of sufficient funds (at least 615€ per month)</td>
</tr>
<tr>
<td></td>
<td>e.g. bank statement or student loan eligibility or proof of parental income</td>
</tr>
<tr>
<td>Proof of housing</td>
<td>A proof of housing for the 3 first weeks at least or a signed and statement about future plans if it is not permanent</td>
</tr>
<tr>
<td>Your email</td>
<td>Generated by the Etudes en France platform with your EEF number as well as all the documents previously requested on Etudes en France! (proof of enrolment / last diploma / letter of acceptance / grant agreement)</td>
</tr>
</tbody>
</table>
WHEN DO YOU NEED A STUDENT-TRAINEE VISA

1. THE STUDENT-TRAINEE VISA

No need to register on Etudes en France for a « Work placement » (for a semester or a year abroad)

Select the « Student trainee visa » on France-Visas

Student trainee

Your situation
You are a student and want to do a professional work placement in France.

The conditions
Your project must be part of a training course organised in your country of residence (school curriculum, university degree or qualification) or an EU cooperation programme or an intergovernmental scheme in the fields of education, training, youth or culture.

Your visa
1. If the duration of your work placement does not exceed 90 days, you will be issued a short-stay visa.
2. If the duration of your work placement exceeds 90 days, you will be issued a longstay visa, equivalent to a residence permit, which you will have to have validated following your arrival in France.

Your supporting documentation
In addition to the supporting documentation related to your personal situation as indicated in the visa wizard, you must include the training agreement (pdf) concluded between yourself, the training establishment and the host company in France.

If the duration of the work placement exceeds 90 days, the agreement must first be validated by the French authorities following a request from your host company or training establishment.

NB: Canadian nationals coming to France to take part in a work placement scheme are not required to have their agreement signed by the Préfecture (police station).
SUPPORTIVE DOCUMENTS FOR THE STUDENT-TRAINEE VISA PROCEDURE

2. THE STUDENT TRAINEE VISA

**Your passport** ➔ Still valid for the first year of your stay in France

**Proof of funds** ➔ Proof of sufficient funds (at least 615€ per month)
  e.g. bank statement or student loan eligibility or proof of parental income

**Proof of housing** ➔ A proof of housing for the 3 first weeks at least
  or a signed and statement about future plans if it is not permanent

**Your internship agreement** signed by the three parts and approved by the French administration ➔ The employer has to ensure that they require the authorisation from the French Office for Immigration
6, Cromwell Place
SW7 2EW

www.uk.campusfrance.org
londres@campusfrance.org
@CampusFranceUK
Campus France UK

To attend a personal orientation session to discuss your project in France you can book an appointment with us!